



New Jersey Department of Children and Families Policy Manual

Manual:	NJAC	NJ Administrative Code Excerpts	Effective Date:
Title	10	Human Services	
Chapter	126	Manual Of Requirements For Family Child Care Registration	8/25/2009
Subchapter:	5	Provider Registration And Operation Procedures	
Section	10	Provider reporting requirements (N.J.A.C. 10:126-5.10)	

§10:126-5.10 Provider reporting requirements

(a) The provider shall verbally notify the Department's State Central Registry at 1-877-NJ-ABUSE (1-877-652-2873) immediately whenever there is reasonable cause to believe that a child has been or is being subjected to any kind of child abuse/neglect by any person, pursuant to the State Child Abuse and Neglect Law (N.J.S.A. 9:6-8.9, 8.10, 8.13 and 8.14).

(b) The provider shall report the following incidents to the sponsoring organization as soon as possible, but by no later than the beginning of the sponsoring organization's next working day:

1. Any injury that results in the admittance of a child to a hospital while in the provider's care;
2. The death of a child while in the provider's care;
3. Any damage to the provider's home that affects the provider's compliance with the requirements of the Manual of Requirements;
4. Any criminal conviction(s) of the provider, the substitute provider, a member of the provider's household who is at least 14 years old, and the alternate provider and the provider assistant, if any, as specified in N.J.A.C. 10:126-5.2(a)10;
5. A change of residence by the provider; and
6. The termination of all family child care services by the provider.

(c) A Certificate of Registration issued by the sponsoring organization to a provider is the property of the State of New Jersey. The provider shall surrender the Certificate of Registration to the sponsoring organization immediately if any of the following occurs or becomes effective:

1. The provider voluntarily closes the family child care home;

2. The registration is revoked;
3. The registration is suspended; or
4. The provider has not applied for a renewed registration.